

# Kinship Care Eligibility - Redeterminations

## Kinship Eligibility Redeterminations tab

**Basic**

Provider: [Randolph Scott \(9221608\)](#)      Kinship Worker:      Designated County: Milwaukee

Initial Eligibility
Redeterminations
Appeals

**Redetermination Status**

Child Name	Kinship Type	Type of Determination	Kinship County	Due Date	Decision Date	Decision	
Anderson, David (400379)	COKC	Eligibility Review	Milwaukee	03/01/2023			<a href="#">Edit</a>
Houston, James (400774)	VOLKC	Change of Circumstance(s)	Milwaukee	N/A	09/29/2022	Made in Error	<a href="#">View</a>

View Made in Error
 [Insert](#)

The 'Redeterminations' tab displays records for children who are due for a redetermination of eligibility, as well as records of redeterminations that are in process or have been fully approved.

- Upon approval of an initial determination with a status of Eligible, eWiSACWIS automatically inserts a row on the 'Redeterminations' tab for the child.
- A new Kinship Eligibility Redetermination page can also be added manually by clicking on the [Insert](#) button.
- If the Kinship Eligibility Redetermination page has been fully approved, Terminated, or Made in Error, then a [View](#) hyperlink displays.
- If the Kinship Eligibility Redetermination page has not been fully approved and is in Pending status, an [Edit](#) hyperlink displays if the worker has edit security and an assignment to the provider. If not, then a [View](#) hyperlink displays.
- By default, redeterminations that were made in error are not displayed. In order to view them, the 'View Made in Error' checkbox must be checked. Unchecking the checkbox will hide them again.

The 'Redetermination Status' section is the only section on the tab. The section will be blank if there are no open Kinship placements or services for the provider or if no Kinship Eligibility Redetermination pages have been created. Each column is sortable.

- **Child Name:** The name of the child with an open Kinship Care placement or service with the provider (i.e. Kinship Eligibility Determination page has been fully approved with the status of "Eligible").
- **Kinship Type:** The type of Kinship Care. Derived from the initial eligibility of the provider as determined on the Kinship Eligibility Determination page. Possible values are: COKC (Court-ordered Kinship Care), LTKC (Long Term Kinship Care), and VOLKC (Voluntary Kinship Care).
- **Type of Determination:** The Type of Determination from the Redetermination page. On initial creation is the same value from the most recently approved Redetermination. Possible values are: Eligibility Review, Annual Review, Change of Circumstance(s), Child Over 18, and Child Over 19. The value of License Has Been Issued displays for redeterminations that are automatically created, but is not a value that can be selected by worker.

- **Kinship County:** Displays the county of the worker from the initial eligibility.
- **Due Date:** Due Date can represent a couple different dates depending on the Type of Determination.
  - For Annual Review: The Due Date is likely the Decision Date from Initial Eligibility tab plus 365 days.
  - For Eligibility Review: The Due Date is determined from the 'Next Eligibility Review Due Date' field on either the initial eligibility determination or the previous eligibility redetermination.
    - The 'Next Eligibility Review Due Date' field was added in February 2023. If the eligibility determination or redetermination were completed prior to that timeframe, the Due Date will be determined by the Decision Date plus 365 days.
  - For Child Over 18, Child Over 19, or Change of Circumstance(s): The Due Date displays 'N/A'.
- **Decision Date:** The date the Kinship Eligibility Redetermination page was fully approved. Prior to final approval, the field is blank.
- **Decision:** The decision as determined on the Kinship Eligibility Redetermination page once it has been fully approved. Possible values are: Approved, Terminated, or Made in Error. Prior to final approval, the field is blank.

When clicking the Insert button to manually create the redetermination, the Redetermination Participants page launches displaying a list of children placed with the provider that have:

- A fully approved Kinship Eligibility Determination with the status of "Eligible" (without provisional approval), **OR**
- An approved Kinship Eligibility Redetermination with the decision of "Approved", **OR**
- An approved Kinship Eligibility Redetermination with the decision of "Terminate" and meets the requirements for "Terminate and Switch" processing (i.e. changing from one Kinship type to another).

Child(ren) with pending Kinship Eligibility Redetermination pages will not display. The Insert button is disabled for workers who do not have edit security and an assignment to the provider.

Redetermination Participants	
	Participant Name
<input type="checkbox"/>	Boetcher, Beth C. (20974)

Continue Close

- On launch of the Redetermination Participants page, if the child's most recent fully approved Kinship Eligibility Determination has the status of "Eligible", but no placement/service associated with this determination exists, an alert message will display if the worker attempts to create a new redetermination: "The child is missing the Placement or Service. Please create the appropriate Placement or Service for the child before creating a Redetermination."

**Note:** If the Redetermination Participants page is launched from the Copy Over Redetermination option on the Kinship Redetermination page Decision Summary tab, the children placed with the provider display. The list of children is limited to the those with the same current Kinship Type as the Kinship Type of the Redetermination page where the 'Redetermination Participants' page is launched from. This is to assure that no unintentional Kinship Type change will take place via this workflow.

**Note:** The redetermination types of Eligibility Review, Annual Review, and Change in Circumstance(s) are excluded from the copy-over process.

## Kinship Eligibility Redetermination page

**Basic**

Provider: [Randolph Scott \(9221608\)](#) Due Date: 02/17/2024

Child: [Beth C. Boetcher \(20974\)](#) Decision Date:

Kinship Type: Voluntary Redetermination Decision:

Type of Determination: **Eligibility Review**

**Eligibility Information** | **Background Checks** | **Eligibility Forms** | **Decision Summary**

**Eligibility Information**

Question 1  
 Yes  No

Do any changes in the household require termination of the kinship care payment?

- a. The caregiver requested termination of the kinship care payment or placement
- b. An ineligible parent resides in the kinship care home
- c. The child no longer resides with the caregiver
- d. The child began receiving their own social security disability insurance (SSDI) payment
- e. The child got married or entered the military
- f. Placement with the caregiver is no longer in the child's best interest
- g. The caregiver is not cooperative
- h. Other (please describe)

**Save** **Close**

The Kinship Eligibility Redetermination page, like the Kinship Eligibility Determination page, has a Basic group box displaying the essential information about the Eligibility Redetermination, as well as several tabs. The tabs on the Kinship Care Redetermination page display based on the Type of Determination selected.

- For the Type of Determination of Eligibility Review, the Eligibility Information, Background Checks, Eligibility Forms, and Decision Summary tabs display.
- When opening a previously created Annual Review, the Provider, Background Checks, Eligibility Forms, Child, and Decision Summary tabs display.
- When opening a previously created Change of Circumstance(s), the Change of Circumstance(s), Background Checks, Eligibility Forms, and Decision Summary tabs display.
- For the Type of Determination of Child over 18 or Child over 19, only one tab displays – either the Child over 18 tab or the Child over 19 tab.

The fields in the Basic section of Kinship Eligibility Redetermination page are:

- **Provider:** Hyperlink which opens the Home Provider page in edit mode for workers from the provider's designated county that have edit security.

- **Child:** Hyperlink which opens the Person Management page for the child with an open Kinship Care placement or service with the provider (i.e. Kinship Eligibility Determination page has been fully approved with the status of “Eligible”).
- **Kinship Type:** The type of Kinship Care from the most recent, fully approved Kinship Eligibility Determination or Redetermination where the Decision = Approved and a Kinship Type change did not occur. May also be the type from the most recent fully approved redetermination with the Decision of Terminated where the Kinship type was switched.
- **Type of Determination:** User-selected dropdown that is required for the initial save of the page. Values = Eligibility Review, Child over 18 and Child over 19. A value of ‘License Has Been Issued’ can display for auto-created redeterminations, but cannot be selected by the user. Inactive values of Annual Review and Change of Circumstance may also display, but are also not selectable by the user.
- **Due Date:** The Due Date varies depending on the specific situation.
  - The date entered as the Next Eligibility Review Due Date from the child’s most recently approved Kinship Care Eligibility Determination or Redetermination.
    - The Next Eligibility Review Due Date field was added in February 2023. If the eligibility determination or redetermination were completed prior to that timeframe, the Due Date will be determined by the Decision Date plus 365 days.
  - If the initial determination was a Provisional Approval, the due date will either be the date entered as the Next Eligibility Review Due Date, or the Provisional Approval Completed date plus 365 days, depending on when the Provisional Approval was completed.
  - For Child Over 18, Child Over 19, or Change of Circumstance(s): The Due Date displays ‘N/A’.
- **Decision Date:** The date of the final approval of the page. Prior to final approval, the field is blank.
- **Redetermination Decision:** Determined when the page is saved after all required redetermination questions have been answered and required narrative fields populated. Values are Approved, Terminated or Made in Error. On initial creation, the field is blank.
- **Next Eligibility Review Due Date:** The due date of the next Eligibility Review. Only displays for redetermination types of: Eligibility Review, pending Annual Review (inactivated value), pending Change in Circumstance(s) (inactivated value) where Decision is Approved, or Terminated and the Kinship type is switched.
  - The date initially pre-fills as the approval date plus 365 days but can be edited to any date as long as it is no greater than 365 days from the current date.

Changing the initial selection for Type of Determination displays the following message with Yes/No buttons: “Changing the Type of Determination will clear the information displayed on the page and require new fields to be completed. Are you sure you want to continue?”.

- Selecting “Yes” changes the Type of Determination, refreshes the page by resetting the tabs, clears all selections made on those tabs, and displays the appropriate elements for the new Type of Determination selected.
  - **Note:** If the Type of Determination is changed from Annual Review or Change of Circumstance(s) to another value, and ‘Yes’ is selected, any previously saved

pending work for the Annual Review or Change of Circumstance(s) are lost and cannot be recreated.

- Selecting “No” reverses the Type of Determination selection and makes no changes on the page.

### Kinship Eligibility Redetermination - Provider tab

The Provider tab displays all the provider related questions based on the Kinship Type selected by the worker, i.e. Court-Ordered, Long Term, or Voluntary. The worker is required to respond to all the questions in order to determine the redetermination decision.

The screenshot displays the 'Kinship Eligibility Redetermination' application interface. At the top, there is a navigation bar with 'Resource', 'Print', and 'Help' icons. Below this is a 'Basic' information section containing fields for 'Provider' (Randolph Scott (9221608)), 'Child' (Beth C. Boetcher (20974)), 'Kinship Type' (Court-Ordered), and 'Type of Determination' (Annual Review). It also shows 'Due Date: 03/08/2023', 'Decision Date: 01/24/2023', and 'Redetermination Decision: Approved'. A horizontal tab bar below the 'Basic' section includes 'Provider', 'Background Checks', 'Eligibility Forms', 'Child', and 'Decision Summary'. The 'Provider' tab is active, showing three questions with radio button options for 'Yes' and 'No'. Question 1 asks if the child is residing with the relative caregiver. Question 2 asks if the child's parent(s) resides in the applicant's home, with a text input field containing 'test'. Question 3 asks if the relative caregiver simultaneously receives any of the following payments for the care and maintenance of the child, with two checkboxes for different payment types. At the bottom right of the 'Provider' tab, there are 'Save' and 'Close' buttons.

**Note:** The Child tab refreshes if the Type of Determination is changed.

**Note:** This tab only displays if the Type of Determination is either Annual Review or Change of Circumstance(s), which became inactive values as of February 2023.

# Kinship Eligibility Redetermination - Eligibility Information tab

**Basic**

Provider: [Randolph Scott \(9221608\)](#) Due Date: 02/17/2024

Child: [Beth C. Boetcher \(20974\)](#) Decision Date:

Kinship Type: Voluntary Redetermination Decision:

Type of Determination: **Eligibility Review**

**Eligibility Information** | Background Checks | Eligibility Forms | Decision Summary

**Eligibility Information**

Question 1

Yes  No

Do any changes in the household require termination of the kinship care payment?

- a. The caregiver requested termination of the kinship care payment or placement
- b. An ineligible parent resides in the kinship care home
- c. The child no longer resides with the caregiver
- d. The child began receiving their own social security disability insurance (SSDI) payment
- e. The child got married or entered the military
- f. Placement with the caregiver is no longer in the child's best interest
- g. The caregiver is not cooperative
- h. Other (please describe)

Save Close

The Eligibility Information tab is the default tab for the redetermination type of Eligibility Review. When the page is first opened, only the radio buttons for questions 1 and 4 are enabled, and the radio buttons for questions 2 and 3 are disabled.

The Redetermination Decision in the Basic group box is calculated on every successful save of the Kinship Eligibility Redetermination page based on the Eligibility Status from the child's Kinship Care Determination page, as well as responses to the questions on the Eligibility Redetermination Eligibility Information and Background Checks tabs. The possible Redetermination Decision values are: Approved, Terminated, or Made in Error.

For Eligibility Review, the Redetermination Decision on the Kinship Eligibility Redetermination is calculated using the following logic:

### Decision of Approved:

- Question 1 = No AND
- Question 2 = No AND
- Question 3 = No

Note: Background checks do not affect the calculation.

OR

- Question 1 = No AND
- Question 2 = Yes and no terminate radio button is selected AND
- Question 3 = No

Note: Background checks do not affect the calculation.

### Decision of Terminated:

- Question 1 = Yes OR
- Question 1 = No, Question 2 = Yes and at least one terminate radio button is selected for Question 2 sub-question

Note: Background checks do not affect the calculation.

## Decision of Terminated and switch in Kinship type:

- Question 3 = Yes.

Note: Background checks do not affect the calculation.

## Kinship Eligibility Redetermination - Background Checks tab

**Basic**

Provider: [Randolph Scott \(9221808\)](#) Due Date: 02/17/2024

Child: [Beth C. Boelcher \(20974\)](#) Decision Date:

Kinship Type: Voluntary Redetermination Decision:

Type of Determination: **Eligibility Review**

**Eligibility Information** | **Background Checks** | Eligibility Forms | Decision Summary

[Scott, Randolph \(9221480\)](#) **Parent 1**

Question 1  
 Yes  No Were all required Background Checks completed? See 58.05 for more information.

Question 2  
 Yes  No Has the individual resided outside of the state of Wisconsin in the previous 5 years? [Details](#)

Type	Begin Date	End Date	Results	Description	
BID	<a href="#">Imaging Search</a>		<input type="text"/>	<input type="text"/>	<a href="#">Delete</a>

[Save](#) [Close](#)

The Background Checks tab displays questions and a background check images section for each person in the provider's home that is 18 years or older.

On initial creation of the Redetermination page, BID and DOJ Background Check rows automatically display for Parent 1, Parent 2, Adult Household Members, and Employee. The rows will pre-fill with the most recent image that is less than one year old. If no image is pre-filled or to search for an older image, click on the [Imaging Search](#) hyperlink to search for the desired image.

- If a "Sex Offender Address Checks" background image exists for Parent 1, a view only row displays for Parent 1, regardless of the Date of Document of the image(s).
- If the response to Question 2 on the Background Checks tab is Yes, then a row for FBI – KINS then displays with the most recent image (if one exists) that is less than one year from the Date of Document. Use the [Imaging Search](#) hyperlink if no image is pre-filled or to search for an older image.

If the person record searched and selected for Employee already displays as Parent 1, Parent 2, or Household Member, the following message displays with an OK button: "The employee you have retrieved is already listed as a Parent or Household Member. To add this person as an employee, you must first update the Members tab of the provider record to change their role or remove them." Clicking the "OK" button closes the message and makes no changes on the page.

At the time of approval:

- If the answer to Question 1 for 'Were all required Background Checks completed?' is Yes, then a Results value is required for all background checks rows except for the Sex Offender Address Check, if one exists. The Results value for FBI – KINS is only required if the answer to Question 2 is Yes.
- At least one BID and DOJ image is required for each Parent 1, Parent 2, Adult Household Member, or Employee. If the response to Question 2 is Yes, then the FBI – KINS image is also required.
  - **Note:** Background check types of DOJ/IBIS or Adam Walsh (FBI)/DOJ/IBIS are acceptable substitutions for the DOJ background check and will not prevent approval.
- When checkboxes for sub-questions 2a and/or 2c on the Eligibility Information tab are selected and at least one 'adult' checkbox is selected, if background check questions have not been answered and required backgrounds checks have not been uploaded for at least one household member on the Background Checks tab, the following validation message displays: "Background check questions are required when checkboxes "a" and/or "c" under Question 2 on the Eligibility Information tab have been selected."

In conjunction with the Eligibility Information tab, the Redetermination is "Eligible" based on the following responses on the Background Checks tab questions:

- Question 1 – Has no impact
- Question 2 – Has no impact
- Question 3 = No
- Question 4 – Has no impact
- Question 5 – Has no impact
- Question 6 = No OR Question 6 = Yes AND Question 6a = Yes

## Kinship Eligibility Redetermination - Eligibility Forms tab

The Eligibility Forms tab allows workers to upload the document images needed for the Kinship Eligibility Determination application. The Type values that display are specific to the selected Kinship Type for the child.

**Note:** The Eligibility Forms tab refreshes if the Type of Determination is changed.

## Kinship Eligibility Redetermination - Child tab

The Child tab displays all the child related questions based on the Kinship Type selected by worker, i.e. Court-Ordered, Long Term, or Voluntary. The worker is required to respond to all the questions in order to determine the redetermination decision.

**Note:** The Child tab refreshes if the Type of Determination is changed.

**Note:** This tab only displays if the Type of Determination is either Annual Review or Change of Circumstance(s), which became inactive values as of February 2023.

### Kinship Eligibility Redetermination - Decision Summary tab

The Decision Summary tab summarizes the results of the Kinship Eligibility Redetermination application. Depending upon the responses provided to questions on the Kinship Eligibility Redetermination page and other work completed as described below, the Determination Decision may be “Approved”, “Terminated” (including when type is switched) or Made in Error.

Original Redetermination Type	Redetermination Decision	New Redetermination Type	Due Date
Change of Circumstance(s)	Terminated (and switch to a new Kinship type)	Eligibility Review	Date entered for Next Eligibility Review Due Date
Annual Review	Approved	Eligibility Review	Date entered for Next Eligibility Review Due Date
Eligibility Review	Terminated (and switch to a new Kinship type)	Eligibility Review	Date entered for Next Eligibility Review Due Date
Eligibility Review	Approved	Eligibility Review	Date entered for Next Eligibility Review Due Date
Child Over 18	Approved	Eligibility Review	Approval date plus 365 days
Child Over 19	Approved	Eligibility Review	Approval date plus 365 days

**Kinship Eligibility Redetermination** Resource Print Help

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**Basic**

Provider: [Randolph Scott \(9221608\)](#) Due Date: 02/17/2024  
 Child: [Beth C. Boetcher \(20974\)](#) Decision Date: 02/23/2023  
 Kinship Type: Voluntary Redetermination Decision: Terminated  
 Type of Determination: Eligibility Review ▼

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Eligibility Information
Background Checks
Eligibility Forms
Decision Summary

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**Decision Summary**

Child/Relative caregiver is not eligible for the reasons stated below:

Eligibility Information Tab

Question 2 : Changes in the household require further documentation: a . A new arrest, conviction, or CPS assessment of any household member.

Options: Go

Action

Approval

Made in Error

Modify

Text

Notification of Kinship Care Termination

Save Close

After initial save of the Redetermination page, the Made In Error option displays in the Options dropdown. When selected, a validation message displays that reads, “This action will set this Kinship Eligibility Redetermination to Made in Error. Are you sure you want to continue?”

- If Yes is selected, the Redetermination Decision is updated to Made in Error and all outstanding Kinship ticklers for the redetermination are deleted.
- If No is selected, the message is closed, and no changes are made on the page.

**Kinship Eligibility Redetermination** Resource Print Help

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**Basic**

Provider: [Randolph Scott \(9221608\)](#) Due Date: 02/17/2024  
 Child: [Beth C. Boetcher \(20974\)](#) Decision Date: 02/23/2023  
 Kinship Type: Voluntary Redetermination Decision: Terminated  
 Type of Determination: Eligibility Review ▼

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Eligibility Information
Background Checks
Eligibility Forms
Decision Summary

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**Decision Summary**

Child/Relative caregiver is not eligible for the reasons stated below:

Eligibility Information Tab

Question 2 : Changes in the household require further documentation: a . A new arrest, conviction, or CPS assessment of any household member.

Options: Go

Action

Approval

Made in Error

Modify

Text

Notification of Kinship Care Termination

Save Close

The value of Modify displays in the Options dropdown if the Redetermination page has a fully approved Kinship Appeal Details page where all of the Appeal status dropdown values are either Overturned or Stipulated.

**Note:** Please see the Appeals user guide for details on the Modify action, as well as the Appeals process as a whole.

**Kinship Eligibility Redetermination** Resource Print Help

**Basic**

Provider: [Randolph Scott \(9221608\)](#) Due Date: 02/17/2024  
Child: [Beth C. Boetcher \(20974\)](#) Decision Date: 02/23/2023  
Kinship Type: Voluntary Redetermination Decision: Terminated  
Type of Determination: Eligibility Review

Eligibility Information Background Checks Eligibility Forms **Decision Summary**

**Decision Summary**

Child/Relative caregiver is not eligible for the reasons stated below:

Eligibility Information Tab  
Question 2 : Changes in the household require further documentation: a. A new arrest, conviction, or CPS assessment of any household member.

Options:  Go

- Action
- Approval
- Made in Error
- Modify
- Text
- Notification of Kinship Care Termination

Save Close

The Options dropdown also allows the worker to launch notifications from the Kinship Eligibility Determination page Kinship Eligibility Redetermination page. The Notification of Kinship Care Termination value only displays once the page is fully approved for the Redetermination Decision of Terminated and Type of Determination is not License Has Been Issued.

**Kinship Eligibility Redetermination** Resource Print Help

**Basic**

Provider: [Randolph Scott \(9221608\)](#) Due Date: 02/17/2024  
Child: [Beth C. Boetcher \(20974\)](#) Decision Date:  
Kinship Type: Voluntary Redetermination Decision: Terminated  
Type of Determination: Eligibility Review Next Eligibility Review Due Date: 02/17/2024

Eligibility Information Background Checks Eligibility Forms **Decision Summary**

Child/Relative caregiver is not eligible for the reasons stated below: Effective Date of New Kinship Type: Details 00/00/0000

Question 3. The new Kinship Type for the child is determined to be Court-Ordered. The system will attempt to end the existing service for the Voluntary and create a new Court-Ordered Kinship Care placement for the child. Please access the system-generated placement and review the removal from home information for accuracy. If the placement was not created by the system, please end the child's existing service and create the Court-Ordered Kinship Care placement as appropriate.

The removal address and reason(s) must be documented: [Removal Address and Reasons](#)

Options:  Go

Save Close

Prior to final approval, if the Redetermination Decision is Terminated and the Kinship Type is switching from Long Term or Voluntary to Court – Ordered, the [Removal Address and Reasons](#) hyperlink displays on the Decision Summary tab. Clicking the hyperlink launches the Removal Address and Reasons page which is used to collect removal reasons, address, and caretaker structure for the child. At least one Removal from Home Reason must be selected and all of the required fields in the Child Removal From Home Information and Removal from Home Address group boxes are populated.

**Note:** The [Removal Address and Reasons](#) hyperlink no longer displays after final approval of the Redetermination.

On save of the final approval of the “Terminated” and type is switching Kinship Eligibility Redetermination, eWiSACWIS attempts to end the existing episode for the kinship type and create a new episode for the new kinship type only for specific scenarios.

**Note:** Please see the Kinship Care Automation document for additional details.

For more information related to the Kinship Care Eligibility pages, additional user guides and resources can be found on the eWiSACWIS Knowledge Web.